

MICHIGAN COMMISSION ON SERVICES TO THE AGING MEETING

**Michigan Department of Health and Human Services
Aging and Adult Services Agency
U.P. Area Agency on Aging - UPCAP Services, Inc.
2501 14th Avenue South; Escanaba, MI 49829
October 16, 2015 @9:00 AM**

MINUTES

CALL TO ORDER

Commissioner Wishart called the meeting to order at 9:00 A.M. This was followed by the Pledge of Allegiance, led by Commissioner Irby.

COMMISSION ROLL CALL

The Commission roll call was taken and a quorum was present.

Commission Chair Wishart invited Mayor Marc Tall to address the Commission.

Mayor Tall welcomed and thanked the Commission for coming to the U.P., and Escanaba.

COMMISSION MEMBERS PRESENT

Dona Wishart, Matthew Adeyanju, Michael Burri, Sibyl Ellis, Joan Ilardo, Gerald Irby, Kathleen LaTosch, Harold Mast, Donna Murray-Brown, Richard Ortega, Reneé Reid-Smith, Jeffery Schade, Michael Sheehan and Kristie Zamora.

COMMISSION MEMBERS ABSENT (excused)

Douglas Chalgian.

AGING AND ADULT SERVICES AGENCY (AASA) STAFF PRESENT

Kari Sederburg, Leslie Shanlian, Dan Doezema, Carol Dye, Wendi Middleton and Scott Wamsley.

VISITORS/GUESTS PRESENT

Jon Mead, Chief Executive Director, Darren Young, Dee Richmond and Tracy Lektzian of UPCAP, City of Escanaba's Mayor Marc Tall, Gerald McCole, SAC member, Theresa Nelson, Kristin Sommerfeld, Dayna Hodgins, Melissa Kositzky, Julie Moberg, Lorri Merrell, Mary Jo Dade, Lori Stephens-Brown, Barb Maronen and Bonnie Graham.

APPROVAL OF AGENDA

Commissioner Wishart asked for a motion to approve the agenda.

A motion was made by Commissioner Irby to approve the agenda. Commissioner Schade seconded the motion.

This motion was approved unanimously with a voice vote.

APPROVAL OF COMMISSION MINUTES

Commissioner Wishart asked for a motion to approve the September 18, 2015, minutes.

A motion was made by Commissioner Mast to approve the minutes. Commissioner Ellis seconded the motion. This motion was approved unanimously with a voice vote.

PUBLIC COMMENT RELATED TO AGENDA ITEMS

None.

COMMISSION CHAIR REPORT

Commissioner Wishart thanked everyone for attending the meeting in the UP, and thanked Jon Mead and UPCAP for hosting the meeting, as well as Commissioner Irby from the UP.

Commissioner Wishart offered condolences on behalf of the Commission to Commissioner Reid-Smith in the loss of her grandmother, and congratulations to Commissioner Ortega on his new great grandchild.

Commissioner Wishart showed a new publication entitled "*Coping with Behavior Change in Dementia*" and is available for Commissioners who'd like one, and to let Ms. Dye know.

Commissioner Wishart stated the Connect Michigan conference is scheduled for the following Tuesday in Lansing, that will focus on the digital divide for older adults, and the continued importance of expanding broadband across the State of Michigan.

AGING AND ADULT SERVICES AGENCY (AASA) DIRECTOR REPORT

Director Sederburg thanks Jon Mead, Tracy Letkzian and their UPCAP team for their hospitality and for hosting the Commission.

Director Sederburg announced AASA's Deputy Director, Leslie Shanlian will be leaving for another opportunity and her position has been posted.

Director Sederburg provided an update on the fiscal year 2017 budget.

Director Sederburg stated the Governor is interested in looking at what AASA is doing around dementia, so there may be some support for caregivers of those with dementia.

Director Sederburg stated AASA had a hearing in front of the Senate Appropriations Committee, noting AASA anticipates the legislature will have additional discussion around data as it relates to how quality of services and programs are measured.

Director Sederburg stated the Administration on Aging/Administration for Community Living (AoA/ACL) representative visited and discussed AASA's fiscal years 2014-2016 State Plan, and they granted a one-year extension to encompass the merger, along with LEAN process improvements that reviews systems across long term care supports and services programs.

Director Sederburg stated Adult Well Being Services (AWBS), a local nonprofit organization, pulled support of their local long term care ombudsman program, so AASA put in place a plan to ensure these services would not be interrupted in Regions 4, 5, 8 and 14, the four

areas impacted, and are working to hire individuals through an RFP (request for proposal) process to fulfil services lost by AWBS pulling out.

Commissioner Mast requested a copy of the metrics handout that will be shared with the legislative committee.

Director Sederburg stated AASA pulled data through the third quarter and she offered to provide this report with the CSA, and once the full year data is finalized, she will provide that report as well.

Sarah Slocum stated AWBS's reason for dropping this program is because of financial reasons, noting none of their staff will lose their jobs.

Commissioner Wishart encouraged commissioners to review the ACL's strategic plan and to raise concerns on topics of interest they would like to see include in AASA's State Plan.

Commissioner Mast requested the link to the AoA/ACL three year plan. Ms. Dye will send.

INFORMATION AND PUBLIC COMMENTS

Jon Mead provided background on his AAA, and a brief history of their 2-1-1 Call Center.

A detailed overview and handout on the UP 2-1-1 Call Center was provided by Melissa Kositzky, the Resource Manager.

Bonnie Graham, former staff member, asked the state to continue their support of both existing and future caregivers, and renew its leadership role in dealing with the Corporation for National and Community Services, who she feels has placed unreasonable reporting requirements on volunteer programs, including state-funded programs that receive no federal funding. Ms. Graham also asked them to renew their commitment to older adults as a way to give older adults opportunities to volunteer and serve in areas they want to serve that meet community needs, and not be held back by the Federal reporting requirements.

Commissioner Wishart stated e-volunteering is a new and upcoming venture that could allow seniors to volunteer from home.

LEGISLATIVE UPDATE

Director Sederburg provided an update on the CARE Act hearing, which Governor Snyder is supportive of, and on the impending road funding issues.

Commissioner Mast encouraged commissioners to advocate with their legislators on these issues, and requested talking points for doing so, and Director Sederburg will provide those.

Commissioner Wishart stated AARP had talking points and requested AASA reach out and request they share them.

Commissioner Ilardo requested information on the multiplier effect of funding that goes into aging, showing the value of every dollar spent, including time saved in employment.

FINANCIAL UPDATE

Scott Wamsley, AASA staff, provided an update on AASA's finances, noting once the final numbers for FY 2015 are in, reports will be run to show what expenditure levels look like in terms of services and funding sources.

BUSINESS ITEMS

Request for Approval of Application For Community For a Lifetime (CFL) Recognition for the City of Escanaba

Dan Doezeema, AASA staff, provided a summary and history of the CFL program.

Mr. Doezeema requested approval and recognition of Escanaba's CFL application.

A motion was made by Commissioner Irby to approve the application for CFL recognition for the City of Escanaba, as presented. Commissioner Ortega seconded the motion.

Additional discussion followed and this motion was approved unanimously with a voice vote.

Chairwoman Wishart congratulated the City of Escanaba's mayor Marc Tall, and she along with and Commissioner Irby presented him with a framed CFL recognition certificate.

INFORMATIONAL ITEMS

Update Previously Approved Funding/Grants on Associated Ongoing Activities

Mr. Doezeema provided information on how the Merit Award Trust funds were allocated between AAA Regions 3A, 3B and 3C, as requested by Commissioner Reid-Smith.

The CSA took a break at 10:40 AM and resumed business at 10:58 AM.

Request for Approval of Grant to Sergeant Results Group

Wendi Middleton, AASA staff, stated AASA requested a no-cost extension of an ACL grant to Sergeant Result Group to continue work on a three-year Lean plan to transform Michigan's long term supports and services into an integrated, coordinated No Wrong Door system.

A motion was made by Commissioner Ellis to approve the grant to Sergeant Results Group, as presented. Commissioner Sheehan seconded the motion.

Additional discussion followed and this motion was approved with a 14-0-0 vote.

Request for Approval of Fiscal Year (FY) 2016 Retired and Senior Volunteer Program (RSVP) Grant Funds

Scott Wamsley, AASA staff, stated these State funds will be for a new project sponsor that will be determined through an ongoing RFP process, noting AASA received two bids, and once the new grantee is identified, the successful bidder will be brought back to the CSA.

A motion was made by Commissioner Murray-Brown to approve the FY 2016 RSVP grant funds, as presented. Commissioner Reid-Smith seconded the motion.

This motion was approved with a 14-0-0 vote.

Request for Approval of Program Year (PY) 2015-2016 Senior Community Service Employment Program (SCSEP) Reallocations

Mr. Wamsley stated Region 10 AAA requested to be transitioned out of the administration of the SCSEP grant because of staffing changes, and to reallocate the remaining funds. Based on the US Department of Labor's Equitable Distribution Report for Michigan, and SCSEP's grantee performance data, it was recommended the grant funding and positions be moved to the Region VII AAA.

A motion was made by Commissioner Adeyanju to approve PY 2015-2016 SCSEP grant be reallocated to Region VII AAA, as presented. Commissioner Ilardo seconded the motion.

Additional discussion followed and this motion was approved with a 14-0-0 vote.

Request for Approval to Issue a Request for Proposal (RFP) for Operations of the State Long Term Care Ombudsman (SLTCO) Office

Director Sederburg and Sarah Slocum, State Long Term Care Ombudsman, provided an update on the State Long Term Care Ombudsman Office, and information and background on the reasoning to put the administration of the Office out for bid through an RFP process, noting AASA is required to either house, or contract with an organization, and designate someone as the State Long Term Care Ombudsman.

A motion was made by Commissioner Mast to approve issuing an RFP for operations of the SLTCO Office, as presented. Commissioner Zamora seconded the motion.

Commissioner Reid-Smith requested information on what the different types of Ombudsman positions might look like, and Ms. Slocum agreed to provide that.

Additional discussion followed and this motion was approved with a 14-0-0 vote.

Request for Approval of Policy to Approve Funding

Director Sederburg stated AASA consulted with MDHHS's legal team on how Acts have been impacted with the merger, noting the Older Michiganian's Act (OMA) states, in regards to duties of Commission, "Establish policies pertaining to implementation of federal and state statutes involving funds administered by the office.

Director Sederburg stated it was determined with the legal team that a written policy should be in place to guide the procedure of the Commission's approval of AASA's funding, and interpreted the Act to say the policy should clarify the Commission is not required to approve projected federal funding amounts that may or may not be known prior to presenting it to the Commission for approval, then having to return with adjusted amounts a second, third or more times for grants that may be extended over two, three or more years, but rather to give approval to AASA to carry out the fiduciary responsibilities of the grants and/or funding as contracted, and to update the Commission as needed. The language for approval is as follows:

"The State Unit on Aging (SUA) will present grants and other funding opportunities to the Commission on Services to the Aging (CSA) for review and approval.

If the SUA does not know the specific dollar amount of the grant or other funding opportunities, then the SUA may present the CSA with an estimate of the amount of the grant or other funding opportunity.

After a grant agreement or funding opportunity is approved by the CSA and the SUA learns the funding amount, the SUA may administer the grant or other funding opportunity in a way that is consistent with the grant agreement or funding opportunity that was approved by the CSA.

Multi-year grant agreements or funding opportunities that are approved by the CSA will not be subjected to an annual review or approval process.

Multiple grant agreements or funding opportunities may be approved by the CSA through a resolution, as long as all of the agreements or opportunities under consideration do not require individual approval.”

Commissioner Mast requested a grid of grants summarizing AASA’s funding allocations.

Putting all requests for funding approvals from the CSA on one memo was discussed, and will be taken into consideration.

A motion was made by Commissioner Burri to approve the policy language for the CSA to approve AASA’s funding. Commissioner Ilardo seconded the motion.

Additional discussion followed and this motion was approved with a 14-0-0 vote.

ANNOUNCEMENTS

Following today’s meeting, a public hearing on the Aging and Adult Services Agency State Plan will be held at 1:00 PM at this same location.

The next Commission on Services to the Aging meeting is scheduled for 9:00 AM on Friday, November 20, 2015, at the Aging and Adult Services Agency, at 300 E. Michigan Avenue, 3rd floor large conference room in Lansing.

Please note these meetings are open to the public. Anyone wishing to attend may do so. Those needing accommodations to attend meetings should contact Carol Dye at (517) 373-8268 at least five (5) business days prior to the meeting date.

The next State Advisory Council on Aging meeting will be held at 9:30 AM on Thursday, October 22, 2015, at the Ramada Lansing Hotel & Conference Center, 7501 W Saginaw Hwy., in Lansing.

ADJOURN

Commissioner Wishart adjourned the meeting at 11:49 AM.